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9-11-2019

## Librarian's Report 9-11-2019

Michelle Haberland

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## LIBRARIAN'S REPORT

September 11, 2019

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**Academic Standards Committee met on August 8, 2019.**

Present at the August 8<sup>th</sup> meeting were Scott Beck (COE), Ann Fuller (LIB), Zwisel Gandia (DSO), Rose Mary Gee (WCHP), Jim Harris (CEC), Robert Jackson (COB), Christine Ludowise (PROVOST), Allison Lyon (ASC), Tony Morris (CAH), Jessica Schwind (COPH), Heather Shelly (FIN AID),

Wayne Smith (REG), Kelly Sullivan (JPHCOPH), Jennifer Zettler (COSM).

Not present at the August 8<sup>th</sup> meeting were Lisa Abbott (CAH), Laura Agnich (CBSS),

Mete Akcaoglu (COE), Christopher Brunt (COB), Nikki Cannon-Rech (LIB), Brian Koehler (PROVOST), Rob Pirro (CBSS), Peter Rogers (CEC), Diana Sturges (WCHP), Marian Tabi (WCHP).

Note: Appointment of 2019-2020 members had not been finalized the time of this meeting and only 2018-2019 members were included.

**Appeals for August 8, 2019**

**TALLY**

Automatic 10 pts down or less (16 E1, 0 E2)	16	Approved by Dean (5 E1, 0 E2)	5
Automatic Autos-2.0 or better for past 2 terms (8 E1, 0 E2)	8	Denied by Dean (17 E1, 0 E2)	17
Denied by Committee (22 E1, 0 E2)	22		
Approved by Committee (3 E1, 0 E2)	3	<b>Approved by Vice Provost</b>	
<b>*Total Approved Appeals (27 Committee, 5 Dean, 0 Provost)</b>	32		
<b>Grand Total E1 &amp; E2 Appeals (49 E1, 0 E2)</b>	49		

\*Total Approved Appeals = total approved appeals for E1 and E2 students + E2 student appeals approved by Provost (if applicable.)

**Academic Standards Committee met on August 12, 2019.**

Present at the August 12<sup>th</sup> meeting were Lisa Abbott (CAH), Scott Beck (COE), Ann Fuller (LIB), Rose Mary Gee (WCHP), Jim Harris (CEC), Robert Jackson (COB), Christine Ludowise (PROVOST), Allison Lyon (ASC), Tony Morris (CAH), Peter Rogers (CEC), Jessica Schwind (COPH),

Heather Shelly (FIN AID), Wayne Smith (REG), Kelly Sullivan (JPHCOPH), Marian Tabi (WCHP), Jennifer Zettler (COSM).

Not present at the August 12<sup>th</sup> meeting were, Laura Agnich (CBSS), Mete Akcaoglu (COE), Christopher Brunt (COB), Nikki Cannon-Rech (LIB), Brian Koehler (PROVOST), Rob Pirro (CBSS), Diana Sturges (WCHP).

Note: Appointment of 2019-2020 members had not been finalized the time of this meeting and only 2018-2019 members were included.

**Appeals for August 12, 2019**

**TALLY**

Automatic 10 pts down or less (0 E1, 0 E2)	0	Approved by Dean (10 E1, 0 E2)	10
Automatic Autos-2.0 or better for past 2 terms (0 E1, 0 E2)	0	Denied by Dean (24 E1, 0 E2)	24
Denied by Committee (34 E1, 0 E2)	34		
Approved by Committee (8 E1, 0 E2)	8	<b>Approved by Vice Provost</b>	
<b>*Total Approved Appeals (8 Committee, 10 Dean, 0 Provost)</b>	18		
<b>Grand Total E1 &amp; E2 Appeals (42 E1, 0 E2)</b>	42		

\*Total Approved Appeals = total approved appeals for E1 and E2 students + E2 student appeals approved by Provost (if applicable.)

# GENERAL EDUCATION AND CORE CURRICULUM COMMITTEE MINUTES

General Education and Core Curriculum Committee Meeting Date – Friday, August 30, 2019

**Present:** Cheryl Aasheim, Allen E. Paulson College of Engineering and Computing/Information Technology; Rocio Alba-Flores, Allen E. Paulson College of Engineering and Computing/Electrical and Computing Engineering; Amy Ballagh, Enrollment Management; Mary (Estelle) Bester, Waters College of Health Professions/Nursing; Donna Brooks, Office of the Provost; Suzy Carpenter, College of Science and Mathematics/Chemistry and Biochemistry; Finbarr Curtis, College of Arts and Humanities/Philosophy and Religious Studies; Autumn Johnson, University Libraries; Barb King, College of Behavioral and Social Sciences/Criminal Justice and Criminology; Amanda Konkle, College of Arts and Humanities/Literature; Chris Ludowise, Office of the Provost; Marla Morris, College of Education/Curriculum Foundations and Reading; Dziyana Nazaruk, Jiann-Ping Hsu College of Public Health/Health Policy and Community Health; James Thomas, Jiann-Ping Hsu College of Public Health/Health Policy and Community Health; Bill Wells, Parker College of Business/Finance

**Guests:** Michelle Cawthorn, College of Science and Mathematics/Biology; Delena Gatch, Institutional Effectiveness; Jaime O'Connor, Institutional Effectiveness

**Absent:** Michael Cuellar, Parker College of Business/Enterprise Systems and Analytics; Terri Flateby, Institutional Effectiveness; Amanda Glaze, College of Education/Middle Grades and Secondary Education; Jeffrey Mortimore, University Libraries; Amy Smith, Enrollment Management; Juwan Smith, Student Government Association; Marian Tabi, Waters College of Health Professions/Nursing

## I. CALL TO ORDER

Michelle Cawthorn called the meeting to order on Friday, August 30 at 2:32 p.m.

## II. APPROVAL OF AGENDA

A motion to approve the agenda was made and seconded. Approved unanimously.

## III. CHAIR'S UPDATE

- Michelle Cawthorn agreed to act as chair for this meeting until a new chair could be elected to take on these responsibilities.
- The minutes from the committee meeting on April 26<sup>th</sup> need to be presented in faculty senate with attention to the items which were voted on by the committee.

## IV. NEW BUSINESS

### A. Welcome and introductions

- All committee members on both campuses introduced themselves.

**B. Election of new chair**

- Estelle Bester asked committee members who had served in the previous year to identify themselves as potential candidates based on their knowledge and experience with the committee. Amanda Konkle, Finbarr Curtis, Bill Wells, Suzy Carpenter, and Barb King identified themselves as returning committee members.
- Michelle Cawthorn asked for a volunteer to take the role. Finbarr Curtis volunteered.

**MOTION: Michelle Cawthorn motioned for a vote for Finbarr Curtis to serve as GECC chair for the 2019-2020 academic year. The committee voted unanimously in favor of Finbarr Curtis as committee chair.**

**C. Report on core participation in Academic Assessment Summer Institute**

- Delena Gatch provided an overview of the Academic Assessment Summer Institutes held on the Armstrong and Statesboro campuses in early August. The event had a new format of three half-day sessions to allow participants to select the sessions that were most applicable to their needs. The first half-day consisted of presentations and workshops on assessment essentials, some targeting those new to assessment. The first afternoon consisted of assignment charrettes in which participants conducted a peer-review of each other's classroom assignments with the purpose of getting cross-disciplinary feedback and suggestions for improvement. The second morning of the event was focused on comprehensive program review with time for participants to work on specific sections of their review to progress toward completion.
- Jaime O'Connor reported that out of approximately 120 total participants, 30 core course coordinators attended. Assignments from 13 core courses were included in the assignment charrettes. The Office of Institutional Effectiveness (OIE) was pleased with this level of participation since it represented a marked increase in attendance and participation from core courses.

**D. Overview of GECC's peer review of core course assessment documents**

- Delena Gatch presented a status update on core course assessment review. In the 2018-2019 academic year, OIE and the GECC piloted the use of Campus Labs to collect and review assessment plans from core courses. Since this was the first assessment cycle for core courses following consolidation, all courses were required to submit only a plan that would take into account assessment processes on all campuses. This plan was submitted in February, and the committee completed their review in fall. Feedback was returned to the departments and OIE followed up with specific questions and provided targeted assistance with making changes and improvements as requested.
- The pilot of Campus Labs was largely successful. However, due to contract negotiations, we are unable to use the Campus Labs software in the immediate future. OIE is in the process of building a system that will help to facilitate the collection and review of assessment reports for this academic year. It will include a web interface that will link out to forms and resources.
- Core Course Assessment Documents are due October 1<sup>st</sup>. Around that date, the GECC will schedule norming sessions to prepare to review the reports. A representative report will be used as an example to ensure that the committee shares a consistent understanding of the rubric. Each report will be reviewed by two committee members, and each committee member will be responsible for the review of 7-8 reports. After each member reviews the report individually, they will compare their feedback with the second reviewer to find a consensus. OIE will share scores and feedback with the departments. Last year, the committee decided to share scores for each of the report areas and used those scores as a way to set a minimum standard for the departments.
- Each report includes a description of the alignment between the course and the core area outcome, teaching strategies to help students achieve those outcomes, measurement tools, data reported out by campus as required by SACSCOC, a discussion of results, and an action plan for the next academic year.

- Michelle Cawthorn pointed out that it is particularly important to assure faculty that even though results are reported by campus, these results are not used to evaluate specific professors. Even if there is only one professor teaching a course on a particular campus, assessment results are not used to evaluate that professor. If one campus has lower scores than another, it's an opportunity to ask for resources.
- Delena Gatch stated that the intention of the SACSCOC requirement is to show that we are providing equivalent learning experiences across all campuses. If they are not equivalent, resources need to be directed to creating equivalency.
- Delena Gatch also mentioned that since this is the first year requiring data by campus, we do anticipate some challenges. One department used a standardized test to collect assessment data, and did not know that they had to request results segmented by campus. Since the results were aggregated across all campuses, they will not be able to report by campus this year. In cases like that, it is important for the department to specify in the report narrative what they plan to do to correct their reporting for the next assessment cycle.
- Delena Gatch also mentioned that OIE examined inter-rater reliability using adjacent agreement for the individual scores on the core curriculum assessment plans and that it showed an outstanding level of agreement. This indicates that the rubric is strong. The committee made some suggestions for clarifying the rubric following the review of assessment plans, and OIE is following up on those suggestions and will have a draft for the committee to review at the next meeting.

#### **E. Overview of GECC's role in ensuring relevancy of Core Curriculum**

- Delena Gatch stated that assessment document review is only one part of the committee's responsibilities. The committee is also responsible for maintaining general education and the core curriculum, including the review of any proposed changes to the core curriculum or individual core courses. Some departments may want courses to be moved to a different core area, propose a new course to add to the core, or make changes to an existing course. The GECC is part of the review and approval process and will review any course proposals prior to the undergraduate committee.
- Bill Wells brought up a previous discussion of the committee related to core courses that are in the catalog but have not been offered for many years. The committee discussed removing these courses from the list of core courses and from the catalog. Leaving these courses in the catalog and on the list of core courses is misleading to students. Finbarr Curtis brought up the HUMN courses currently listed that have not been offered in over five years. As he previously discussed with the committee, there could be some value in retaining one of these courses but retiring the others if there is no immediate plan to develop or offer them.
- Bill Wells also reminded the committee that a number of core courses did not submit assessment plans as required in the 2018-2019 academic year. Jaime O'Connor has been following up with department leadership in those cases. The plans for those courses are due by the October 1<sup>st</sup> deadline. Bill Wells asked for an advanced reminder to be sent to the college deans who have outstanding core curriculum assessment plans. Chris Ludowise offered to send these reminders on behalf of the Provost.

#### **F. Update on Board of Regents (BOR) changes to core from the Provost's office**

- Chris Ludowise presented some information from the University System of Georgia (USG) Board of Regents that addressed current core curriculum requirements as well as proposed changes

still in development. Sometime in the spring Dr. Tristan Denely, Executive Vice Chancellor for Academic Affairs and Chief Academic Officer for the Board of Regents, and Chancellor Dr. Steve Wrigley announced that they were planning a core curriculum redesign. The goals of the redesign seem to be to make the curriculum leaner and more flexible and to allow complete transferability. A committee of stakeholders has been formed with representatives from business and industry, alumni, faculty, academic advising and others.

- The proposed redesign would require a 30 hour core curriculum which would align the USG with institutions nationally. This change would create a more nimble curriculum for students and provide greater flexibility in programs of study in the interest of affordability and flexibility. This would improve Georgia's competitiveness for transfer students from other states where general education requirements are not as high.
- Chris Ludowise stated that she expects this change to happen quickly with principles already decided and pilot institutions to be selected soon.
- Chris Ludowise outlined some concerns regarding the core curriculum redesign. Area F will be a challenge in the redesign process. Colleges of Education have already been tasked with the Area F redesign. Some requirements, such as Area A (Composition and Math) are likely to remain in place along with the legislative requirements for students to meet United States and Georgia history requirements. Those course alone would take up a significant portion of the required 30 credit hours. It is possible that state laws will change to alleviate the reduced hour requirement, but that is unclear at this time.
- Chris Ludowise emphasized the role of the committee in this coming change, and stated that past core curriculum redesigns have been difficult and slow, and the expectation is for this change to be made quickly. It will most likely impact Science, Math, Arts and Humanities and raise significant questions about what we value in our curriculum for our students.
- Cheryl Aasheim pointed out that Area F is an additional 18 hours above the required 42 in areas A through E. Chris Ludowise responded that those hours are still considered part of general education, aligned to different levels of each major, and are highly regulated by the USG. Going forward, we do not know whether there will still be an area F.
- Suzy Carpenter asked if Georgia Southern would be part of the pilot group. Chris Ludowise responded that we do not know, but that we have been selected as a pilot for many things.
- Amanda Konkle asked if we will have any input in the redesign process, or if everything is just being handed down by the USG. Chris Ludowise responded that we will have some say in the courses that will be offered. In the past, the USG has given parameters and each institution has had some autonomy within those parameters. Finbarr Curtis clarified that if the USG specifies a number of credits for each area, we would get to determine which courses would meet those credits.
- Chris Ludowise said that the Chancellor and Executive Vice Chancellor wants to maintain the liberal arts perspective in the core, although there are going to be some changes in terms of who will be offering core courses.
- Bill Wells expressed concerns about the future of liberal arts education and maintained some skepticism about the USG's commitment to the liberal arts. Chris Ludowise responded that the liberal arts are under threat, but also pointed out that the Executive Vice Chancellor comes from a traditional liberal arts background. It is unclear how these factors will balance out.
- Finbarr Curtis asked if the only state requirement was United States history and government and Georgia history. Chris Ludowise responded that those were legislative requirements and we don't know what conversations are taking place between the USG and the legislature.
- Suzy Carpenter mentioned that the core currently allows for some courses outside of the core, such as First Year Experience and Concepts of Health and PE, and asked what would happen to those courses. Chris Ludowise responded that she does not know. First Year Experience was established at many institutions as part of a Quality Enhancement Program (QEP), but has



become part of the institutional culture. We will have to determine how that requirement can be integrated, and if we want to continue to have that requirement.

- Suzy Carpenter asked what the process would be once the parameters are received from the USG. Chris Ludowise stated that in the past, institutions have been directed to create a core curriculum design committee. The USG will provide guidance about any committees and the makeup of those committees.
- Barb King pointed out that the current minimum requirements are only 31 hours. Finbarr Curtis stated that we just ask more than the minimum, and Barb King said we could reduce the curriculum to about 30 hours if we followed the current minimum requirements.
- Bill Wells stated that they described essential skills such as working in teams and critical thinking. Bill Wells acknowledged that students are more likely to gain those skills from history or lab science classes than from classes in a finance major. He expressed concern about the trend away from these kinds of classes and the long-term implications for student learning and future success.
- Chris Ludowise responded that we want to make sure our students get writing, quantitative reasoning, and critical thinking. The USG is looking for skills classes. The courses in our current core that are predictive of future success are ENGL 1101 and ENGL 1102 Composition I and II and math requirements. If those courses are completed successfully in a specific time period, students are more likely to graduate.
- Marla Morris expressed frustration with the reduction of the liberal arts focus, particularly in the redesign of area F where curriculum focuses on diversity, critical thinking, and philosophy. Those courses are essential for future educators in an age of school shootings. The USG is redirecting the focus, which will have greater implications for future teachers who have to engage with current events. We have no input in this decision.
- Finbarr Curtis expressed the same concern about Area B which focuses on global citizenship, and the likelihood that that area will be cut from the curriculum.
- Chris Ludowise said that the intention of the redesign is not a focus on areas but on competencies. We will need to reflect on the valued competencies, how they are defined, and what courses might fit with those.
- Bill Wells asked if the hours removed from the core would be added to the majors. Chris Ludowise said she does not know. The Provost from Georgia Tech is the chair of the committee and wants to add the hours to the major; the Executive Vice Chancellor wants to do something else and has mentioned the possibility of guided exploration like a minor.
- Bill Wells responded positively to the suggestion of exploratory courses and mentioned that model has been used successfully by other universities in the past.
- Finbarr Curtis asked if anyone has proposed just allowing more electives, which would create flexibility, transferability, and allow students to explore other areas of interest.
- Chris Ludowise mentioned that many of our current programs only allow three hours of electives, but stated that she does not know if anyone is making the proposal to add more electives.

#### **G. Finalizing meeting times for Fall 2019**

- Estelle Bester stated that since she has a class at 1 p.m., meeting at 2 p.m. would not be possible. Other committee members agreed.
- Jaime O'Connor said that the 2-4 meeting time was suggested by the Faculty Senate president, but the committee could adjust that time for their convenience.
- Finbarr Curtis said that the 2:30 meeting time proposed last semester would be acceptable, and the committee agreed.
- Bill Wells asked if meetings would go longer than an hour. Delena Gatch responded that normally meetings last about an hour and a half.

#### **V. Old Business**

**A. Courses that must improve assessment plans to acceptable level**

- Jaime O'Connor reminded the committee that the majority of core courses were asked to make improvements to the assessment plans submitted in the spring. She shared an example of the emails that were sent to departments with the committee feedback.
- Michelle Cawthorn stated that the committee set the standard of "acceptable," which seemed achievable for all courses.
- Bill Wells stated that when the committee meets on September 27<sup>th</sup>, we will have received some reports and have an idea of which reports are still outstanding.
- Finbarr Curtis mentioned that some courses may face additional challenges, such as study abroad, which is different every semester. Imposing core curriculum assessment might become a deterrent for faculty who would otherwise want to offer those courses.
- Michelle Cawthorn stated that this feedback was for assessment plans only and we do not want to penalize courses based on last year's results.
- Delena Gatch mentioned that OIE will be sending reminders. Jaime O'Connor said that the messages are already written and will be sent next week.
- Finbarr Curtis also mentioned that the committee needs to discuss recent changes to First Year Experience.

**VI. Announcements**

- Remaining GECC meetings for this semester will be on Friday, September 27; Friday, October 25; and Friday, November 22. Jaime O'Connor will update calendar invites to reflect the 2:30-3:30 p.m. meeting time.

**VII. ADJOURNMENT**

The meeting was adjourned on August 30, 2019 at 3:37 p.m.

Respectfully submitted,

Jaime O'Connor, Recording Coordinator

Minutes were approved <<Date>> by electronic vote of Committee Members
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## **LIBRARIES COMMITTEE MINUTES**

### **Libraries Committee September 9, 2019**

Present: Dean Lisa Carmichael, LIB; Kristi Smith, LIB; Donna Mullenax, COSM; Chris Hanna, WATERS  
COHP, Natalie James, CAH, Hyunju Shin, COB

Guests: Ann Fuller, LIB

Absent: John O'Malley, PAULSON COPE; Ruth Whitworth, JPH CPH

#### **VIII. CALL TO ORDER**

Donna Mullenax called the meeting to order on Monday, September 9 at 9 AM.

#### **IX. APPROVAL OF AGENDA**

Donna Mullenax made a motion to approve the agenda as written. A second was made by Chris Hanna and the motion to approve the agenda was passed.

#### **X. CHAIR'S UPDATE**

N/A

#### **XI. NEW BUSINESS**

##### **F. COSM**

*Donna Mullenax presented the agenda item for moving the time of the committee meetings from 9-11 AM to 10-11 AM.*

##### **JUSTIFICATION:**

Donna teaches a class every Monday at 9 AM and these committee meetings would hinder her instruction.

**No committee members present objected to this, so Donna agreed to put it up for a vote via email to all committee members.**

##### **G. COSM**

*Donna Mullenax presented the agenda item for nominating a Libraries Committee Chair.*

**JUSTIFICATION:** The committee does not have a 2019/20 Chair.

**Kristi Smith self-nominated herself for Chair. Donna agreed to put it up for a vote via email to all committee members.**

**H. LIB**

Lisa Carmichael discussed the University Libraries FY20 budget and FY21 proposed budget. She also introduced a document which details the University Libraries alignment with five pillars.

**XII. OLD BUSINESS**

**A. N/A**

**XIII. ANNOUNCEMENTS**

**A. N/A**

**XIV. ADJOURNMENT**

There being no further business, the meeting was adjourned on September 9, 2019 at 9:45 AM.

Respectfully submitted,

Kristi Smith, Recording Coordinator

Minutes were approved September 10, 2019 by electronic vote of Committee Members
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